



SUPERVISING MECHANICAL ENGINEER

Final Filing Date: April 16, 2009

OPEN - SPOT

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE	DEPARTMENT OF CORRECTIONS AND REHABILITATION SPOT EXAMINATION FOR: SACRAMENTO
WHO SHOULD APPLY	Applicants who meet the minimum qualifications as stated below. Applications will not be accepted on a promotional basis.
HOW TO APPLY	<p>Submit Examination Application (Std. Form 678)</p> <div><div><p>By mail with: Department of Corrections and Rehabilitation Office of Selection Services P.O. Box 942883 Sacramento, CA 94283-0001 (916) 322-2545</p></div><div><p>or</p></div><div><p>In person with: Department of Corrections and Rehabilitation Office of Selection Services 1515 "S" Street, Room 522-N Sacramento, CA 95811-7243 (916) 322-2545</p></div></div> <p>If you are personally delivering your application, you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, on or before the final filing date to the same street address as listed above for the Office of Selection Services</p> <p>NOTE: Only applications with an original signature will be accepted.</p>
APPLICATION DEADLINE/ REQUIREMENTS	<p>April 16, 2009 is the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after this date will not be accepted for any reason.</p> <p>All applicants must meet the education and/or experience requirements for this examination by the final filing date.</p>
TEST DATE	It is anticipated that Qualifications Appraisal Interviews will be held during June/July 2009 .
SALARY RANGE(S)	As of: February 26, 2009 \$8,097- \$9,842
MINIMUM QUALIFICATIONS	<p>Experience: Six years of mechanical engineering experience, at least two years of which shall have been in the design of mechanical installations in major buildings, comparable in responsibility to a Senior Engineer in the California state service.</p> <p>and</p> <p>Education: Equivalent to graduation from college with major work in mechanical engineering. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)</p> <p>NOTE: Equivalent to graduation from college refers to a Bachelor's degree. Applicants must have the number of semester or quarter credits, as well as the required coursework necessary to be awarded a four year Bachelor's degree.</p> <p>Qualifying experience may be combined on a proportionate basis if the requirements stated above include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates who possess qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.</p>
EXAMINATION PLAN	<p>This examination will consist of a Qualifications Appraisal Interview only. The interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. CANDIDATES WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.</p> <p>Qualifications Appraisal -- Weighted 100.00%</p> <p>Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:</p> <p>Knowledge of:</p> <ol style="list-style-type: none">1. Principles and practices of mechanical engineering2. Design, installation, and operation of the mechanical systems in major buildings, including plumbing, heating and ventilating, refrigerating, and water supply and sewage disposal systems and related features3. Codes and safety orders applicable to such installations4. Principles of personnel management and supervision5. Planning, organizing, and directing the work of a design section6. Department's Equal Employment Opportunity (EEO) program objectives7. A supervisor's role in the EEO program and the processes available to meet EEO objectives

EXAMINATION PLAN (CONTINUED)	<p>Ability to:</p> <ol style="list-style-type: none">1. Make field investigations2. Reviews designs, specifications, and cost estimates for building mechanical installations3. Plan, organize, and direct the work of a design section4. Establish and maintain cooperative relations with those contacted in the work5. Analyze situations accurately and adopt an effective course of action6. Prepare engineering reports and correspondence7. Effectively contribute to the department's EEO objectives <p>If conditions warrant, this examination may consist solely of an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care to accurately complete their application. List all experience relevant to the "Minimum Qualifications" shown on this announcement. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.</p>
ELIGIBLE LIST INFORMATION	The list(s) will be abolished 24 months after establishment unless the needs of the service and conditions of the list(s) warrant a change in this period.
POSITION DESCRIPTION AND LOCATION(S)	<p>A Supervising Mechanical Engineer, under general direction, supervises and directs the work of a mechanical engineering section engaged in the planning, designing, and preparation of specifications for the mechanical installations in major State buildings or groups of buildings, including plumbing, heating and ventilating, refrigeration, water supply, and sewage disposal systems; makes investigations, surveys, and reports; advises mechanical inspectors; reviews cost estimates and bids; advises staff on difficult problems concerning mechanical installations in buildings; interviews contractors, salespersons, and others; trains employees and evaluates their work; prepares reports and correspondence.</p> <p>Positions exist with the Department of Corrections and Rehabilitation in Sacramento.</p>
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application." You will be contacted to make specific arrangements.
VETERANS POINTS/ CAREER CREDITS	Veteran's Preference Points will not be granted in this examination since it does not qualify as an entrance examination under the law. Career credits will not be granted in this examination.

GENERAL INFORMATION

It is the candidate's responsibility to contact the Department of Corrections and Rehabilitations' Office of Selection Services at (916) 322-2545 three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at Department of Corrections and Rehabilitation offices, State Personnel Board offices and local offices of the Employment Development Department, and online at www.spb.ca.gov/jobs/stateapp.htm.

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions, youth facilities, and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

If you meet the requirements stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure success in the examination or placement on the employment list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS